

<b>Job Description: Manager, Global Sourcing</b>		Operations
FLSA status: Exempt	Direct reports: No (leveled for future direct reports)	Job Profile Classification: C-4
Reports to: Chief Operations Officer	Revised: May 2025	Location: Minneapolis hybrid

**Position Profile:**

As Manager, Global Sourcing, you will lead the development of sourcing strategies and programs for multiple product categories across both finished goods and components to optimize cost, optimize the supply base, and create value for CURiO while mitigating risk. You will work closely with global supply chain and operations leaders across all CURiO Brands to develop & implement sourcing strategies supporting the launch of new product development opportunities and also effectively reduce the total cost of ownership, leveraging world-class negotiation skills, tools, and processes. You will lead the implementation of sourcing & supplier transformations in collaboration with Operations, Procurement, Supply Chain, & key stakeholders of all impacted organizational functions.

**Work Responsibilities:**

- Develop an effective sourcing strategy for the assigned product categories including the study and analysis of market conditions and assessment of global supply and manufacturing capabilities to inform make vs. buy recommendations supporting Global Procurement and Operations teams.
- Support the New Product Development process. Work directly with the New Product Design Team to provide a clear supply chain/sourcing strategy to support new product innovation; evaluate existing and potential suppliers to validate whether they can meet expectations. Manage the product and category sourcing aspects of the NPD process.
- Lead sourcing efforts to develop the lowest total cost of ownership improving our competitiveness, service levels, and quality position.
- Identify and develop plans delivering annual improvements of key performance indicators – cost, quality, delivery and working capital.
- Develop requests for quotations and proposals, analyze supplier responses, negotiate, and award contracts. Manage post-agreement supplier activities.
- Drive productivity by working closely with Operations and Supply Chain champions, continually improving sourcing processes, driving standardization of common items, and eliminating waste in the supply chain.
- Promotes high level of customer satisfaction in supporting the needs of projects & requirements for Purchasing guidance & leadership.

**Leadership:**

- Supports CURiO Cornerstones and strives for individual and functional leadership by using cornerstone behaviors in the workplace and in daily decision making.
- Engages in a strong team atmosphere and positive team culture, fostering collaboration across the organization and ensure teams are working cross-functionally to meet CURiO goals.
- Actively participate in and lead by example through all change management initiatives, including proactive communication and support of company initiatives, programs, and policies.

**General Responsibilities:**

- Supports CURiO Cornerstones and strives for individual leadership by using cornerstone behaviors in the workplace and in daily decision making.
- Follows all policies and procedures of the company. Works cooperatively with all departments, maintaining a positive work atmosphere by acting and communicating in a manner that promotes cooperation with co-workers, supervisors, and managers.
- Actively seek individual development through taking advantage of opportunities for skill enhancement. I Keep up to date with the latest best practices, trends, concepts, and regulations in the specific job area.

- Manage time effectively, meet personal goals and work effectively with other members of the team to meet CURiO goals.
- Follows all safety guidelines and policies. Makes supervisor/manager immediately aware of any observed safety issue. Keeps work area clean, safe, and organized.

Position requires extended work hours as necessary to meet seasonal deadlines. Performs other work as assigned.

**Minimum Qualifications:**

- Bachelor's degree in supply chain, operations, business, engineering or a related field or equivalent work experience
- Minimum of 7+ years of experience in Product Sourcing, Regional Sourcing and/or Global Sourcing / Procurement / Supply Chain roles with a demonstrated experience managing multiple categories and supply bases.
- Project management/process improvement experience. Execution of or participation in large, multiple or cross-functional projects.
- Proven experience and results in major cost savings initiatives, supplier development, and supply chain transformations.
- Deep understanding of best-in-class procurement practices including extensive end-to-end experience in sourcing process, negotiations, supplier & industry analysis, and RFx expertise.
- Strong strategic, analytical, and business planning skills to drive global supply chain innovation and efficiency.
- Able to travel domestically and internationally as needed, possess the credentials to travel internationally.

**Computer and/or software qualifications:**

- Basic level of proficiency in Microsoft Word, Outlook
- Intermediate level of proficiency in Microsoft Excel, Microsoft Word

**Core Competencies:**

- Strong individual leadership skills.
- Intellectually curious self-starter with a drive for results.
- Highly collaborative with internal and external stakeholders and partners.
- Ability to lead and participate in cross functional projects.
- Strong oral and written communication skills.
- Ability to strategically think and analyze risk to make informed decisions for minimizing liabilities.
- Excellent initiative and follow-through skills.
- Strong organizational skills and attention to detail.
- Critical thinking and problem-solving skills.
- Ability to maintain and protect company proprietary information.

**Travel Requirement:** Up to 10%, including potential international travel

**Hybrid Working Environment and Physical Demands:**

- General office or home office environment: Works at a desk in a well-lit, air-conditioned cubicle/office/home office, with moderate noise levels.
- Ability to sit for hours at a time, viewing computer monitor on a constant basis. Some walking and standing relative to interaction with other personnel.
- Occasionally required to lift and/or move items weighing 10 – 15 pounds.
- When in a facility, occasional exposure to dusty and fragrant conditions, varying temperature levels, work near moving mechanical parts, and high noise environments is possible.

*\*\* Note: This job description does not restrict CURiO's right to assign or reassign duties or responsibilities to this job at any time. This document does not create an employment contract, implied or otherwise. It does not alter the "at will" employment relationship between the company and the employee.*